Microsoft Excel® Intermediate

Builds upon basic Microsoft® Excel® knowledge and skills you’ve already acquired to begin creating advanced workbooks and worksheets. Gain advanced skill sets necessary for calculating data using functions and formulas, sorting and filtering data, using PivotTables and Pivot Charts for analyzing data, and customizing workbooks.

When:  April 1
Where:  Atrium Room 114
Time:  9:00am-1:00pm